

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

2019 NOV 20 PM 4:00

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original *Employee Pre-Travel Authorization* (Form RE-1), AND
☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Louisiana Sugar Cane Foundation, Inc.

Travel date(s): Thursday, November 7, 2019 - Saturday, November 9, 2019

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$489.80	\$253.00	\$115	none
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	N/A	N/A	N/A	N/A
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See attached itinerary.

11/20/19
(Date)

Katherine Thomas
(Printed name of traveler)

Katherine Thomas
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/20/19
(Date)

Pat Roberts
(Signature of Supervising Senator/Officer)

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Katherine Thomas

Employing Office/Committee: Senator Pat Roberts

Private Sponsor(s) (list all): Louisiana Sugar Cane Foundation, Inc.

Travel date(s): Thursday, November 7, 2019 - Saturday, November 9, 2019

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Houma, LA; Napoleonville, LA; Belle Rose, LA; Gramercy, LA; New Orleans, LA

Explain how this trip is specifically connected to the traveler's official or representational duties:

I work on agriculture, water, and immigration issues for Senator Roberts. This trip would provide gain greater insight on these issues within the sugarcane industry. With my ongoing responsibilities related to 2018 Farm Bill implementation, it would be helpful to see some of the authorized research programs, such as the ones at the USDA-ARS Sugarcane Research Laboratory. Visiting the Lula Raw Sugar Factory and Louisiana Sugar Refinery would provide a better understanding of their impact on labor issues and the local economy. As discussions regarding the agriculture workforce come up, hearing directly from employers will support my work.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

10/7/19
(Date)

Katherine Thomas
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Pat Roberts hereby authorize Katherine Thomas
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

10-7-19
(Date)

Pat Roberts
(Signature of Supervising Senator/Officer)

LOUISIANA
SUGAR CANE
FOUNDATION



LOUISIANA SUGAR CANE FOUNDATION, INC.

P. O. Box 874
Thibodaux, LA 70302
e-mail: lscf@bellsouth.net

Kenneth Gravois, President
Daniel Viator, Secretary
Mike Sternfels, Treasurer

September 6, 2019

To Prospective Participants –

The Louisiana Sugar Cane Foundation, Inc., a non-profit organization founded to increase public awareness of the Louisiana sugar industry through education and stewardship opportunities, is sponsoring a congressional staff trip to Louisiana on November 7-9, 2019. The purpose of the trip is to give staffers an opportunity to visit the Louisiana sugar industry to gain firsthand knowledge of sugarcane research, harvesting and processing operations, and to discuss the impact of the sugar industry on Louisiana.

The Foundation would like to extend an invitation to you to participate in this trip. As a participant, you will depart from Ronald Reagan National Airport on American airlines flight # 4588 on Thursday, November 7, 2019 at 8:30 a.m., arriving in New Orleans International Airport at 10:35 a.m. From New Orleans, you will ride by chartered bus approximately one hour to the USDA-ARS Sugarcane Research Laboratory in Houma for a luncheon presentation outlining the history of the Louisiana sugar industry. After lunch, participants will visit the facility. This site visit will focus on the research to improve sugarcane production practices to help farmers manage risks through improved plant breeding and varietal selection. You will depart Houma for Thibodaux for a site visit of the John Deere Thibodaux plant, which manufactures cane harvesting machinery. Hotel accommodations for Thursday evening will be at the Hampton Inn in Thibodaux and a dinner is scheduled at 6:00 p.m. at the Tractor Barn. You will return to the Hampton at 8:45 p.m.

On Friday, participants will visit a farm harvesting operation in Napoleonville, followed by a site visit of Lula Raw Sugar Factory in Belle Rose to observe the steps required to make raw sugar from sugarcane. Lunch will be served at St. Jules Catholic Church Hall. Here Dr. Michael Deliberto, an agricultural economist with the Louisiana State University Agricultural Center, will discuss the impact of the sugar industry on the Louisiana economy. Following lunch, you will travel to Louisiana Sugar Refinery in Gramercy. Here you will see the process of producing refined sugar from raw sugar. After departing the refinery, you will arrive at the Astor Crowne Plaza in New Orleans where you will be staying for the night. That evening, dinner will be provided at a nearby restaurant. On Saturday morning, breakfast will be provided at 7:30 a.m. in a designated room of the Astor Crowne Plaza. At 8:30 a.m., a shuttle will transport you back to the New Orleans airport for your American airlines flight #4588 departing New Orleans at 11:05 a.m. arriving Washington Reagan at 2:32 p.m. The Foundation will assume all travel, lodging and meal expenses associated with the trip. Vouchers will be distributed to cover the costs of local transportation to and from National Airport.

LOUISIANA SUGAR CANE FOUNDATION

11

We hope you will be able to join the Foundation on this fact-finding trip. We believe it will be a worthwhile experience and that you will gain a better understanding of the Louisiana sugarcane industry. **Space is limited, so please advise us as soon as possible if you will be able to participate or if you have any questions.** The best way to contact us is via e-mail at lscf@bellsouth.net. Someone will return your call as soon as possible.

Sincerely,

Kenneth Gravois

Kenneth Gravois
President

SECRET

FD
FD
LN
CD
CD
CD
CD
CD
CD
CD
CD
CD

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

2
 3
 4
 5
 6
 7
 8
 9
 10
 11
 12
 13
 14
 15
 16
 17
 18
 19
 20
 21
 22
 23
 24
 25
 26
 27
 28
 29
 30
 31
 32
 33
 34
 35
 36
 37
 38
 39
 40
 41
 42
 43
 44
 45
 46
 47
 48
 49
 50
 51
 52
 53
 54
 55
 56
 57
 58
 59
 60
 61
 62
 63
 64
 65
 66
 67
 68
 69
 70
 71
 72
 73
 74
 75
 76
 77
 78
 79
 80
 81
 82
 83
 84
 85
 86
 87
 88
 89
 90
 91
 92
 93
 94
 95
 96
 97
 98
 99
 100
 101
 102
 103
 104
 105
 106
 107
 108
 109
 110
 111
 112
 113
 114
 115
 116
 117
 118
 119
 120
 121
 122
 123
 124
 125
 126
 127
 128
 129
 130
 131
 132
 133
 134
 135
 136
 137
 138
 139
 140
 141
 142
 143
 144
 145
 146
 147
 148
 149
 150
 151
 152
 153
 154
 155
 156
 157
 158
 159
 160
 161
 162
 163
 164
 165
 166
 167
 168
 169
 170
 171
 172
 173
 174
 175
 176
 177
 178
 179
 180
 181
 182
 183
 184
 185
 186
 187
 188
 189
 190
 191
 192
 193
 194
 195
 196
 197
 198
 199
 200
 201
 202
 203
 204
 205
 206
 207
 208
 209
 210
 211
 212
 213
 214
 215
 216
 217
 218
 219
 220
 221
 222
 223
 224
 225
 226
 227
 228
 229
 230
 231
 232
 233
 234
 235
 236
 237
 238
 239
 240
 241
 242
 243
 244
 245
 246
 247
 248
 249
 250
 251
 252
 253
 254
 255
 256
 257
 258
 259
 260
 261
 262
 263
 264
 265
 266
 267
 268
 269
 270
 271
 272
 273
 274
 275
 276
 277
 278
 279
 280
 281
 282
 283
 284
 285
 286
 287
 288
 289
 290
 291
 292
 293
 294
 295
 296
 297
 298
 299
 300
 301
 302
 303
 304
 305
 306
 307
 308
 309
 310
 311
 312
 313
 314
 315
 316
 317
 318
 319
 320
 321
 322
 323
 324
 325
 326
 327
 328
 329
 330
 331
 332
 333
 334
 335
 336
 337
 338
 339
 340
 341
 342
 343
 344
 345
 346
 347
 348
 349
 350
 351
 352
 353
 354
 355
 356
 357
 358
 359
 360
 361
 362
 363
 364
 365
 366
 367
 368
 369
 370
 371
 372
 373
 374
 375
 376
 377
 378
 379
 380
 381
 382
 383
 384
 385
 386
 387
 388
 389
 390
 391
 392
 393
 394
 395
 396
 397
 398
 399
 400
 401
 402
 403
 404
 405
 406
 407
 408
 409
 410
 411
 412
 413
 414
 415
 416
 417
 418
 419
 420
 421
 422
 423
 424
 425
 426
 427
 428
 429
 430
 431
 432
 433
 434
 435
 436
 437
 438
 439
 440
 441
 442
 443
 444
 445
 446
 447
 448
 449
 450
 451
 452
 453
 454
 455
 456
 457
 458
 459
 460
 461
 462
 463
 464
 465
 466
 467
 468
 469
 470
 471
 472
 473
 474
 475
 476
 477
 478
 479
 480
 481
 482
 483
 484
 485
 486
 487
 488
 489
 490
 491
 492
 493
 494
 495
 496
 497
 498
 499
 500
 501
 502
 503
 504
 505
 506
 507
 508
 509
 510
 511
 512
 513
 514
 515
 516
 517
 518
 519
 520
 521
 522
 523
 524
 525
 526

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

The Louisiana Sugar Cane Foundation is the sole sponsor and will organize and conduct the trip.

sugarcane research, production and processing operations, and the impact on the local economy.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Foundation supports Ag in the Classroom (a program sponsored by the Louisiana Farm Bureau),
the Ag Leadership program sponsored by the LSU AgCenter, and other scholarships to Louisiana
state universities.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input type="checkbox"/> Good Faith estimate	\$489.80	\$253.00	\$115	none
<input checked="" type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves events that are arranged and organized specifically with regard to congressional
participation.

18. Reason for selecting the location of the event or trip

To provide first-hand knowledge and experience of the inner working of the Louisiana sugar industry.

19. Name and location of hotel or other lodging facility:

Hampton Inn, Thibodaux, LA

Astor Crowne Plaza, New Orleans, LA

20. Reason(s) for selecting hotel or other lodging facility:

1. Located on route and in the Bayou Lafourche sugar region.

2. On route and close proximity to the site where sugarcane was first grown by the Jesuit priests

on Baronne St.

10
7-
Ln
Cn
Cn
Cn
Cn
Cn
Cn
Cn
Cn
Cn
Cn

Micki Alapati	Sen. Ron Wyden	(D-OR)	Legislative Correspondent
Ron Anderson	Sen. Bill Cassidy	(R-LA)	Senior Policy Advisor
Corey Brown	Sen. Thom Tillis	(R-NC)	Legislative Assistant
Hart Clements	Sen. Patty Murray	(D-WA)	Legislative Aide
Jacob Gattman	Sen. John Kennedy	(R-LA)	Legislative Assistant
Scott Graber	Sen. Lindsey Graham	(R-SC)	Legislative Assistant/Counsel
Christopher Gillott	Sen. Bill Cassidy	(R-LA)	Chief of Staff
Logan Hollers	Sen. Jeff Merkley	(D-OR)	Legislative Assistant
Trevor Jones	Sen. Ron Wyden	(D-OR)	Legislative Assistant
Scott Reber	Sen. James Risch	(R-ID)	Legislative Assistant
Wayne Stoskopf	Senate Ag Committee		Professional Staff Member
Katherine Thomas	Sen. Pat Roberts	(R-KS)	Legislative Assistant
Megan Thompson	Sen. Maria Cantwell	(D-WA)	Legislative Assistant
Morgan Ulmer	Sen Ag Approp Sub Com		
Eleni Valanos	Sen. Marco Rubio	(R-FL)	Legislative Assistant
Olivia Woods	Sen. Jeff Merkley	(D-OR)	Legislative Correspondent

CO
CT
LN
CN
CO
CO
CO
CO
CO
CO
CO
CO

8:30 a.m. - 9:00 a.m.	Travel from the Hampton Inn to Trinity Farms (Mr. Gary Gravois) sugarcane farm in Napoleonville, LA.
9:00 a.m. - 10:45 a.m.	Field site visit to observe the various steps for growing and harvesting sugarcane. Participants will observe sugarcane harvesting and talk with the producer to learn of the challenges and rewards of growing sugarcane in south Louisiana.
10:45 a.m. - 11:00 a.m.	Travel to Lula-Westfield, LLC (Lula Factory), in Belle Rose, LA.
11:00 a.m. - 12:45 p.m.	Site visit of the Lula Raw Sugar Factory to observe the various steps for processing sugarcane into raw sugar that include preparation, clarification, evaporation, and crystallization.
12:45 p.m. - 1:45 p.m.	Lunch will be served at St. Jules Catholic Church, Belle Rose, LA. During lunch, Dr. Michael Deliberto, Agricultural Economist with the LSU AgCenter, will discuss the impact of the sugar industry on the Louisiana economy.
1:45 p.m. - 2:30 p.m.	Travel to Louisiana Sugar Refinery in Gramercy, LA
2:30 p.m. - 4:45 p.m.	Site visit of Louisiana Sugar Refinery. Participants will observe the process of converting raw sugar into refined sugar. Participants will learn of the recent business venture regarding vertical integration within the Louisiana sugar industry. A tour of the refinery will be given after the overview.
4:45 p.m. - 6:00 p.m.	Travel to the Astor Crowne Plaza in New Orleans, LA
6:00 p.m.	Arrive at the Astor Crowne Plaza.
7:15 p.m. - 9:30 p.m.	Dinner at Bourbon House. Staffers will continue interactions with local sugarcane growers and processors. Participants will debrief from the events of the day. They will learn of the day's sugar production from the field to the table.

00
 01
 02
 03
 04
 05
 06
 07
 08
 09
 10
 11
 12

7:30 a.m. – 8:30 a.m.

8:30 a.m. – 9:00 a.m.

Van shuttle will transport you back to the New Orleans airport for your American Airlines flight # 4588 departing New Orleans at 11:09 a.m. arriving Washington Reagan at 2:37 p.m.